

West Sioux CSD West Sioux EA/ISEA

7/1/2006 6/30/2007

**WEST SIOUX COMMUNITY**

**SCHOOL DISTRICT**

**HAWARDEN, IOWA**

**MASTER  
CONTRACT**

**2006-2007**

This is a contract between the West Sioux Education Association and the Board of Directors of the West Sioux Community School District.

The Board recognizes the West Sioux Education Association as the certified exclusive bargaining representative for all personnel as set forth in the PERB certification instrument (Case number 3245) issued by the PERB on August 11, 1986. The unit described in the above certification is as follows:

INCLUDED: All professional employees of the district, including teachers, counselors, librarians, federal program instructors, coaches, and all others employed in a professional capacity.

EXCLUDED: Superintendent, principals, all non-professional employees, and all others excluded by Section 4 of the Act.

The term "Board" as used in this agreement shall mean the Board of Education of the West Sioux Community School District or its duly authorized representatives. The term "Employee" as used in this agreement shall mean all professional employees represented by this association in the bargaining unit as defined and certified by the public employment relations board. The term "Association" as used in this agreement shall mean the West Sioux Education Association or its duly authorized representatives or agents.

## **ARTICLE ONE: GRIEVANCE PROCEDURE**

- A. A grievance shall mean a complaint that there has been an alleged violation, misinterpretation or misapplication of any of the specific provisions of this agreement.
- B. (1) Every employee covered by this agreement shall have the right to present grievances in accordance with these procedures. If the issue involves five or more people, the Association may file the grievance commencing with the first step, and that grievance shall be a group grievance.
- (2) The failure of the grievant to act on any grievance within the prescribed time limits will act as a bar to any further appeal and an administrator's failure to give a decision within the time limits shall permit the grievant to proceed to the next step. The time limits, however, may be extended by mutual agreement.
- (3) It is agreed that any investigation or other handling or processing of any grievance by the grieving employee shall be conducted so as to result in no interference with or interruption whatsoever of the instructional program and related work activities of the grieving employee or of the teaching staff.
- C. (1) First Step
- An attempt shall be made to resolve any grievance in informal, verbal discussion between complainant and his or her principal. This meeting shall be requested by the grievant within ten (10) working days of the event or discovery of alleged contract violation giving rise to the grievance.
- (2) Second Step
- If the grievance cannot be resolved informally, the aggrieved employee shall file the grievance in writing, and, at a mutually agreeable time, discuss the matter with the principal. The written grievance shall state the remedy requested. The filing of the formal, written grievance at the second step must be within fifteen (15) school days from the date of the conference at the first step. The principal shall make a decision on the grievance and communicate it in writing to the employee and the Association and the Superintendent within ten (10) school days after receipt of the grievance.

## ARTICLE ONE: GRIEVANCE PROCEDURE, CONTINUED

### (3) Third Step

In the event a grievance has not been satisfactorily resolved at the second step, the aggrieved employee or local Association shall file, within five (5) school days of receipt of the principal's written decision at the second step, a copy of the grievance with the Superintendent. Within ten (10) school days after such written grievance is filed, the aggrieved and superintendent or his designee shall meet to resolve the grievance. This person shall not be the same person involved at the second step of the procedure. The superintendent or his designee shall file an answer with ten (10) school days of the third-step grievance meeting and communicate it in writing to the employee and the principal and the Association.

### (4) Fourth Step

If the grievance is not resolved satisfactorily at the third step, there shall be available a fourth step of impartial, binding arbitration. The Association may submit, in writing, a request on behalf of the Association and the grieving employee to the Superintendent within thirty (30) days from receipt of the step three answer to enter such arbitration. The arbitration proceeding shall be conducted by an arbitrator to be selected by the two parties seven days after said notice is given. If the two parties fail to reach agreement on an arbitrator within seven (7) days, the American Arbitration Association will be requested to provide a panel of five arbitrators. Each of the two parties will alternately strike one name at a time from the panel until only one shall remain. The remaining name shall be the arbitrator. The decision of the arbitrator shall be binding on the parties.

Expenses for the arbitrator's services shall be borne equally by the School District and the Association.

- D. Any aggrieved person may be represented at all levels of the grievance procedure by the employee himself and/or a representative of the Association.
- E. In the event a grievance is filed at such time that the grievance cannot be processed through all steps in the grievance procedure by the end of the school year, and the grievance left unresolved until the beginning of the following school year could result in foreseeable harm to an aggrieved person, the time limits set forth herein will be reduced so that the grievance procedure will be completed before the end of the school year or within thirty (30) days thereafter.

## ARTICLE TWO: LEAVES

All leaves shall be allowed in one half day increments.

### A. Sick Leave

(1) West Sioux teachers shall be allowed fifteen (15) sick leave days each year until the maximum of one hundred five (105) days is accumulated.

(2) Sick leave shall be available for maternity leave and the employee shall keep the office advised of the anticipated date of departure and return. Up to six (6) weeks Adoption leave will be allowed with full pay by using accrued sick leave when the leave is in relation to adoption of a child/children.

(3) The Board may require medical evidence to confirm the need for sick leave.

(4) Employees shall be given a copy of a written accounting of accumulated sick leave days no later than September 15 of each school year.

### B. Discretionary Leave

Employee Discretionary Leave – Up to two days of leave will be granted per year at full pay to use for family illness, emergencies, and/or personal reasons. These days are used at the employee's discretion and without reasons given when submitted as "Personal Day at Employee's Discretion" on the proper form. Employee Discretionary leave days may not be used to extend holidays or vacations and should be used only for activities that cannot be accomplished outside of the school day.

Administrative Discretionary Leave – Up to three days of leave may be granted per year at full pay to use for family illness, emergencies, and/or personal reasons. These days require approval by the administration and are non-accumulative. Additional days may be granted at the discretion of the Superintendent and are non-grievable.

Availability of employee discretionary leave shall not preclude approval of administrative discretionary leave which will be approved/denied based solely on merit.

Employees may designate up to 5 days additional family illness/emergency days for the birth or adoption of a child or for the care of a sick family member. The leave is deducted from the individual's sick leave bank at a rate of 2 days deducted for each additional day used. Additionally, unpaid Family Medical Leave may be used for the birth of a child, adoption of a child, care of a sick family member, if employee is sick and out of sick leave days, and any other emergency.

## ARTICLE TWO: LEAVES, CONTINUED

- C. Professional Leave  
Attendance at educational meetings or off-campus visitation is permitted with pay if such absence is approved by the Superintendent. If an employee wishes to be absent in the category of professional leave, a written request/application for approval should be signed by the employee and the building principal and filed in the superintendent's office at least one week prior to the first day of anticipated absence. In granting this leave, the leave may be with or without expenses paid to the applicant.
- D. Jury Duty Leave  
Upon request to the Superintendent's office, employees in the school system may be excused for jury duty. Any fees or remuneration other than expense reimbursement which the employee receives shall be turned over to the West Sioux Community School District.
- E. Bereavement Leave  
Up to five (5) days of leave will be granted per occasion in the event of death of an employee's spouse, child, brother, sister and parent. Up to three (3) days will be granted for son-in-law, daughter-in-law, father-in-law, mother-in-law, brother-in-law, sister-in-law, grandmother, grandfather, grandchild, grandparents-in-law, and any other member of the immediate household. In the event of the death of an employee or student in the school district, the principal or immediate supervisor of said employee or student may grant to an appropriate number of employees sufficient time to attend the funeral. The Superintendent may grant at his discretion up to one (1) day of bereavement leave in the event of the death of a friend or relative outside the employee's immediate family as defined above. The Superintendent may grant additional bereavement leave at the discretion of the superintendent.
- F. Association Leave  
Up to four (4) days shall be granted for representatives of the Association to attend Delegate Assembly. This shall be a paid leave. Two (2) additional days shall be granted with substitutes pay deducted for other conferences, conventions, or activities of the local, state, and national affiliated organization.
- G. Temporary Leave  
The Superintendent may grant temporary leave with or without pay and this leave shall not be grievable under the contract. Temporary leave with pay will be deducted against the applicant's accumulative sick leave.
- H. Extended Leave  
Any extended leaves without pay shall be considered and decided by the Board of Directors.

**ARTICLE THREE**  
**HOURS OF WORK, VACATION, HOLIDAY AND IN-SERVICE TRAINING**

- A. The school day shall be from 8:00 a.m. to 4:00 p.m. A maximum of 9 staff meetings may be scheduled by the administration before or after the regular school day (8:00-4:00). These meetings will be attended by all professional staff (including coaches) and may be held at the request of the building Principal or the Superintendent. The building administrator may allow an employee to leave during the day and/or earlier than 4:00 p.m. Staff will be dismissed on Fridays at 3:40 p.m. with the exception of monthly staff/curriculum development days when dismissal will be at 4:00 p.m., and after the buses depart on days of early dismissal and days prior to vacations.

The building administrator will develop a paid duty-free lunch period of twenty-five (25) minutes during the work day. All employees may leave the building upon notification during their duty-free lunch.

The administration will develop schedules to provide:

- 1) High school and middle school teachers with at least one period per day of preparation time during the student day.
- 2) Elementary teachers with an average of at least 225 minutes per week of preparation time during the student day.

If the administration is aware that a special assignment teacher will be absent, a reasonable attempt will be made to maintain the preparation period for staff.

The Administration will schedule early dismissals on those days that are the last scheduled days prior to holidays or vacations. These will be 2:30 p.m. dismissals.

At least one of the three pre-school workshop days shall be "meeting free" to allow teachers to prepare their rooms and prepare for the first week of school.

- B. It is understood and agreed that in addition to teaching duties and special assignment duties, the employees shall perform some additional duties that shall not involve additional compensation. Examples of these duties include bus chaperone, and open house

Employees will receive their choice of a family complimentary pass or a single plus guest pass in exchange for working up to three of the following assignments: ticket taking, hall duty, crowd supervision, clock keeper, scorebook, and supervision of students at elementary music programs. If an employee is required to work more than three (3) assignments, the employee will be compensated \$15.00 per session. Employee family complimentary passes are to be used by the employee, spouse and resident family members only.



### ARTICLE THREE, CONTINUED

Employees who have worked a minimum of 15 years in the District shall receive upon their retirement a lifetime activity pass, good for their admission plus a guest to all school activities.

- C. Two parent-teacher conferences will be held with the following format:

1<sup>st</sup> Day – Regular school day, then conferences from 5:00 to 9:00 p.m.

2<sup>nd</sup> Day – Regular school day then conferences from 5:00 to 9:00 p.m.

3<sup>rd</sup> Day – No school for teachers and students.

All three days would be counted as official days of school.

When special circumstances make the current 3-day format impractical, the district may use the following alternate 2-day format:

1<sup>st</sup> Day – 12:00 School day begins for teachers and students (regular dismissal)

3:30-5:00 break for teachers

5:00-9:00 Parent-Teachers Conferences

2nd Day – Same as 1<sup>st</sup> day

- D. The following days will be considered holidays and will not be used as make-up days: Labor Day, Thanksgiving, Christmas, Christmas Eve Day, New Year's Day, and Memorial Day. Good Friday, the Monday after Easter, President's Day, and December 23 will be considered vacation days – not to be used for make-up days. When January 2<sup>nd</sup> falls on Monday, Tuesday, Wednesday, or Friday, it will be considered a vacation day and will not be used as a make-up day. Per diem additions or deductions for this contract shall be figured on 1/190<sup>th</sup> of a person's salary.
- E. The Curriculum Cadre shall make recommendations to the administration on the structure and content of the districts in-service program. In-service training is defined as educational and/or informational sessions for school district employees.
- F. The number of teacher workdays will be the same from year to year unless changes are mutually agreed to or are legislatively mandated.

#### **ARTICLE FOUR: EVALUATION PROCEDURES**

- A. All probationary employees to the system shall be evaluated following "The Iowa Teaching Standards." All new teachers will participate in the mentoring and induction program and will be given two calendar years to demonstrate competence in the 8 standards. At the end of the induction period the teacher will recommended/denied for professional licensure in the state of Iowa.
- B. All teachers, who have been in the district for three years or more and teachers coming into the district with three years or more of experience, will be evaluated using the West Sioux Teacher Evaluation Procedures for Experienced Teachers. Changes to the plan must be approved by the Board and the Association.
- C. It is agreed the employee may grieve the procedures of the evaluation, but not the substantive opinion of the evaluator.
- D. Administration and Association representatives will meet to discuss and determine any changes to this procedure required by the State of Iowa. This includes, but is not limited to, monies appropriated by the legislature for induction and career tracks.
- E. The employee shall have the right to have a written response to all evaluations that are kept in the employee's evaluation file. The employee is entitled to a copy of any written evaluation that becomes a part of his/her evaluation file. Any complaint to be placed in the employee's evaluation file shall be called to the employee's attention and a copy of the complaint given to the employee prior to it becoming a part of said file.
- F. When a teacher is placed on Intensive Assistance, the evaluator or administrator will meet with the employee to develop a plan for remediation, which will include timelines, what needs to be completed and consequences if the plan is not met.

## **ARTICLE FIVE: TRANSFER PROCEDURES**

- A. Any full or part-time employee may apply for voluntary transfer to any posted position. Such application can be made by simply signing the posting within the prescribed time frame. When two or more employees apply for transfer to the same position, the most senior employee(s) will be granted the transfer when the administration deems it practical. A denial of a voluntary transfer at the time of such request shall be in writing and shall state the reasons for the denial. Reasons for denial of voluntary transfer include non certification, probationary status, or special conditions existing that would make the transfer undesirable. Denial of voluntary transfer cannot be for the sole purpose of creating open application for the posted vacancy.
- B. In the event that the superintendent determines that involuntary transfers are necessary, the least senior employee(s) will be transferred first when the administration deems it practical. The superintendent shall give written notice to the affected employees by May 1, or as soon as practical if the reason for the transfer arises close to or after May 1.
- C. Notice of vacancies for all certified and supplemental positions shall be posted in the teacher lounges and in each building office. Vacancies occurring outside the 200 day service contract will be posted as described above and the administration will notify available association representatives. Posting periods will be stated on each posted vacancy. A minimum posting period will be six (6) work days. All known vacancies will be posted in the central administration office as well for the courtesy of the staff.
- D. Transfer will be defined to be any change in teaching assignment.
- E. No involuntary transfers will take place during the student year unless mutually agreed.
- F. Involuntary transfers are not intended to limit teachers' voluntary transfer or recall rights.

## ARTICLE SIX: STAFF REDUCTION PROCEDURES

The employer shall determine when it is necessary to have reduction in staff, and shall determine which employees are to be reduced and which are to be retained. Staff reduction shall be defined as the reduction or partial reduction of any current staff members.

- A. Staff shall be reduced for the following reasons:
  - 1. Enrollment reduction change;
  - 2. Finance limitations;
  - 3. Curriculum changes;
  - 4. Building realignment.
- B. In the review of staff to determine which shall be reduced, the following shall control:
  - 1. Resignation and retirement shall first be utilized. The resignation and retirement need not be by a person then teaching the class, subject, or program.
  - 2. Emergency or temporary certificates shall be reduced after resignations and retirements unless these persons or the position is necessary to fulfill department of education standards.
  - 3. Next to be reduced shall be probationary teachers.
  - 4. In the event the reductions under paragraphs 1, 2 and 3 above have not accomplished the reduction of sufficient full-time equivalent positions, the least senior teacher(s) will be reduced first whenever the administration deems it practical. Seniority shall be measured in full-time or its equivalent total service in the West Sioux Community School District.
  - 5. Reduced staff will remain on recall for a period of one year. Staff on recall shall retain but not accrue seniority for all contractual purposes. If two or more staff are eligible for recall to the same position, the staff will be recalled in order of seniority within the district (most senior staff recalled first).

When one or more staff person(s) are on recall and a new or existing position comes open, the administration will:

- First, post the position(s) to allow for voluntary transfers among current staff;
- The resulting position(s), after voluntary transfers have been exhausted, will be made available to staff on recall;
- The staff on recall will be offered any full or part-time position(s) in which they had previously taught in the district;
- The staff on recall will be offered any full or part-time position(s) in which they are certified.
- Any remaining staff on recall will be given first consideration for any full or part-time position within their certification.

## **ARTICLE SEVEN: INSURANCE**

District shall provide each employee with:

1. A \$5,000 group life insurance coverage (double for accidental death)
2. \$8.55 per month per employee toward an employee administered Wellness Program
3. An insurance fund in the amount of \$475 per month. This fund may be applied at the employee's discretion to any of the following:
  - Single Health Insurance
  - Family Health Insurance
  - Dental Insurance
  - Additional Life Insurance
  - Long-Term Disability Insurance
  - Vision Insurance, when available
  - Other insurance sponsored by the District

Additional insurance costs to be paid through payroll deduction.

Mandatory pre-authorization and Section 125 of the Internal Revenue Service will be incorporated into the health and major medical contract of the school district. The school district assumes no responsibility for costs incurred by the individual due to non-compliance with pre-authorization rules and regulations. In the event that an individual incurs excessive costs due to an error on the part of the insurance carrier, the school district will assist in correcting the error. Employees may elect to purchase additional benefits through an expanded Section 125 plan mutually agreed to prior to the effective date of the new Master Contract period/s.

No change in the coverage or the carrier will be made without the approval of the Association.

The District and Association will use the actual insurance increase/decrease from the previous year to cost current proposals.

## **ARTICLE EIGHT: SUPPLEMENTAL PAY**

- A. Employee participation in extra-curricular activities which extend beyond the regularly scheduled day as listed on Exhibit "B" attached hereto, shall be compensated according to the rate of pay set forth in the extra duty schedule attached hereto marked Exhibit "B". Pay is based on Experience Step 1, BA level of the current regular salary schedule.
- B. Any stipends paid for cooperation with student teacher programs shall be the property of the teacher to whom the student teacher is assigned.
- C. All supplemental agreements and subsequent reimbursement shall be provided in/through separate contracts.

- D. Employees may choose to receive their supplemental pay in equal payments during the course of the sport or activity, or in 12 equal payments throughout the school year. In the event an administrative problem arises with Article Eight Section D, this article would be open for discussion with the Association effective immediately.

## **ARTICLE NINE: SALARY**

- A. The salary of each employee covered by the regular salary schedule is set forth in Exhibit "A-1", which is attached hereto and made part hereof.
- B. Employees on the regular salary schedule shall be granted an increment or vertical step on the schedule for each year of service until the maximum on the schedule for their educational classification is reached. The maximum movement in one year shall be one lane and one step.
- C. All hours for lane advancement beyond a degree must be earned after that degree is awarded and must be graduate level courses.
- D. Teachers entering the system shall be granted credit for up to ten years outside teaching experience.
- E. All excess Phase I funds and all Phase II funds (less the employer's share of FICA and IPERS) shall be integrated into the salary schedule. The generator base for the 2005-2006 school year shall be \$24,226.
- F. If Phase III funds are re-allocated by legislative action to the District's regular program funds, the District will continue to use those funds to compensate/reimburse teachers for efforts in staff development, performance based pay, innovative projects, or other components as mutually agreed to by the Association and the District.
- G. A line item of at least \$50 will be established for each teacher for purchases made by a teacher for classroom use. Reimbursement will be made to the employee in a timely manner after proper receipts are submitted to the business manager.
- H. Teachers who have reached the end of an educational lane and are not eligible for an experience step will receive an annual career increment of \$300 in the BA lane, and \$350 in each of the other lanes.

- I. The District shall reimburse bargaining unit employees up to \$100 per year for dues/membership fees for educational organizations/associations. Teachers must provide proof of membership in the form of a receipt or canceled check to the business manager before November 1<sup>st</sup> to receive reimbursement. Reimbursements for part-time employees will be pro-rated.
- J. State Teacher Compensation (Senate File 476) Funds:  
All Part A funds will be distributed to West Sioux certified teaching staff as salary based on their per diem rate.  
  
All Part B funds will be distributed to West Sioux certified teaching staff to compensate them for costs incurred for training, including but not limited to 1) tuition, 2) class fees, 3) registrations, 4) materials, 5) mileage, 6) lodging, and 7) teacher time. A committee of 3 administrators and 4 WSEA members will administer fund usage. Teachers will submit "mini-grant" requests for approval. Other guidelines and details will be developed by the committee. Any funds remaining at the end of the fiscal year will be divided equally among all certified staff on a pro-rated basis.
- K. The ISEA/IASB Costing Worksheet will be used to calculate the total package percentage increase.
- L. The negotiated salary is based on 190 contract/work days.

#### **ARTICLE TEN: PAYROLL DEDUCTION**

- A. Any employee who is a member of the Association, or who has applied for membership, may sign and deliver to the Board as assignment authorizing payroll deduction for professional dues. The form shall be filed with the Board business manager by October 1 for deduction on a ten month basis.
- B. Other payroll deductions may be authorized by the employee with Board approval. Currently approved deductions are group health, group life, and annuities. Approval shall be obtained during the August board meeting for new deductions for the school year. Notice shall be filed with the business manager by September 1 and January 1.
- C. Employees may elect to use payroll deduction to make regular deposits into a credit union or bank.
- D. Any employee hired after the 2005-2006 school year will be required to have direct deposit of payroll to the credit union or bank of their choice.

## **ARTICLE ELEVEN: HEALTH AND SAFETY**

- A. The District will pay up to \$40.00 for a physical exam required by the District.
- B. The District will provide a smoke-free teacher's lounge and work area at all buildings.
- C. In all cases where a school official is notified of a bomb threat, the affected building or buildings shall be closed by the Superintendent and all students evacuated until such time as a thorough search reveals the bomb or lack thereof. No employee shall be asked or required to search for a bomb.

The term of the contract shall be July 1, 2006, through June 30, 2007 .

### **FOR THE WEST SIOUX EDUCATION ASSOCIATION**

\_\_\_\_\_  
Date                      President, West Sioux Education Association

\_\_\_\_\_  
Date                      Secretary, West Sioux Education Association

### **FOR THE WEST SIOUX BOARD OF DIRECTORS**

\_\_\_\_\_  
Date                      President, West Sioux Board of Directors

\_\_\_\_\_  
Date                      Superintendent, West Sioux Community School



**EXHIBIT "A"**  
**WEST SIOUX COMMUNITY SCHOOL DISTRICT – HAWARDEN, IOWA**

**2006-2007 REGULAR SALARY SCHEDULE**

Experience Step	BA 100% \$860	BA+15 107% \$880	BA+30 114% \$890	MA 119% \$900	MA+15 124% \$920	MA+30 129% \$940
0	25,114	26,872	28,630	29,886	31,141	32,397
1	25,974	27,752	29,520	30,786	32,061	33,337
2	26,834	28,632	30,410	31,686	32,981	34,277
3	27,694	29,512	31,300	32,586	33,901	35,217
4	28,554	30,392	32,190	33,486	34,821	36,157
5	29,414	31,272	33,080	34,386	35,741	37,097
6	30,274	32,152	33,970	35,286	36,661	38,037
7	31,134	33,032	34,860	36,186	37,581	38,977
8	31,994	33,912	35,750	37,086	38,501	39,917
9	32,854	34,792	36,640	37,986	39,421	40,857
10	33,714	35,672	37,530	38,886	40,341	41,797
11	34,574	36,522	38,420	39,786	41,261	42,737
12	35,434	37,432	39,310	40,686	42,181	43,677
13		38,312	40,200	41,586	43,101	44,617
14				42,486	44,021	45,557
15					44,941	46,497
16						47,437

**2006-2007 INTEGRATED SALARY SCHEDULE**

Experience Step	BA 100% \$855	BA+15 107% \$908	BA+30 114% \$920	MA 119% \$932	MA+15 124% \$955	MA+30 129% \$978
0	26,018	27,839	29,661	30,961	32,262	33,563
1	26,903	28,747	30,581	31,893	33,217	34,541
2	27,788	29,655	31,501	32,825	34,172	35,519
3	28,673	30,563	32,421	33,757	35,127	36,497
4	29,558	31,471	33,341	34,689	36,082	37,475
5	30,443	32,379	34,261	35,621	37,037	38,453
6	31,328	33,287	35,181	36,553	37,992	39,431
7	32,213	34,195	36,101	37,485	38,947	40,409
8	33,098	35,103	37,021	38,417	39,902	41,387
9	33,983	36,011	37,941	39,349	40,857	42,365
10	34,868	36,919	38,861	40,281	41,812	43,343
11	35,753	37,827	39,781	41,213	42,767	44,321
12	36,638	38,735	40,701	42,145	43,722	45,299
13		39,643	41,621	43,077	44,677	46,277
14				44,009	45,632	47,255
15					46,587	48,233
16						49,211

# EXHIBIT "B" – SPECIAL ASSIGNMENT SALARY SCHEDULE

	YEARS	1	2	3	4	5
<b>I. Athletics</b>						
Athletic Director		10	11	12	13	14
Head Coach						
Football		10	11	12	13	14
Basketball		10	11	12	13	14
Wrestling		10	11	12	13	14
Track		10	11	12	13	14
Volleyball		10	11	12	13	14
Cross Country		7	7.5	8	8.5	9
Golf		4	4.5	5	5.5	6
Soccer		4	4.5	5	5.5	6
Bowling		4	4.5	5	5.5	6
Assistant Coach						
Football		6	6.5	7	7.5	8
Basketball		6	6.5	7	7.5	8
Wrestling		6	6.5	7	7.5	8
Volleyball		6	6.5	7	7.5	8
Track		5	5.5	6	6.5	7
Cross Country		4	4.5	5	5.5	6
Jr. High Athletics						
Head Each Sport		5	5.5	6		
Asst. Each Sport		4	4.5	5		
5/6 Sports		3	3.5	4		
Summer Recreation						
Head Each Sport		10	11	12	13	14
Asst. Each Sport		5	5.5	6	6.5	7
Girl's Activities						
Cheerleading		2	2.5	3		
Jr. High Cheerleading		1.5	2	2.5		
Chaperone		3	3.5	4		
<b>II. Fine Arts</b>						
Speech						
Academic Advisor		3.5	4	4.5		
Class Play		3	3.5	4		
Music						
Instrumental – HS		10	11	12	13	14
Instrumental – MS		10	10.5	11	11.5	12
Vocal – HS		10	11	12	13	14
Grade Music		7	7.5	8	8.5	9
Summer Band		10	10.5	11	11.5	12
<b>III. Miscellaneous</b>						
Summer Teaching						
Full Time		18	19	20	21	22
Part Time		9	9.5	10	10.5	11
Head Teacher						
Assigned Duty		3.5	4	4.5		
Adult Ed		3	3.5	4		
School Publication						
Annual Sponsor		3.5	4	4.5		
School Newspaper		3.5	4	4.5		
Sponsors						
Junior Class		3.5	4	4.5		
National Honor Society		1.5	2	2.5		

EXHIBIT "C"

GRIEVANCE REPORT

# \_\_\_\_\_

\_\_\_\_\_  
Date Filed

West Sioux School District  
Building \_\_\_\_\_

Distribution of Form: 1. Association  
2. Employee  
3. Appropriate Supervisor  
4. Superintendent

\_\_\_\_\_  
Name of Aggrieved Person

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LEVEL II

A. Date Violation Occurred \_\_\_\_\_

B. Section(s) of Contract or Policy Violated \_\_\_\_\_

C. Statement of Grievance \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(If additional space is needed, attach additional sheets.)

D. Relief Sought \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(If additional space is needed, attach additional sheets.)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

E. Disposition by Principal or Immediate Supervisor \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Principal or  
Immediate Supervisor

\_\_\_\_\_  
Date

**EXHIBIT "C-1"**

**LEVEL III**

A. \_\_\_\_\_  
Signature of Aggrieved Person                      Date Received by Superintendent

B. Disposition by Superintendent or Designee \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(If additional space is needed, attach additional sheets.)

\_\_\_\_\_  
Signature, Superintendent/Designee                      Date

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**LEVEL IV**

A. \_\_\_\_\_  
Signature of Aggrieved Person                      Signature of Association President

B. \_\_\_\_\_  
Date Submitted to Arbitrator                      Date Received by Arbitrator

C. Disposition and Award of Arbitrator \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(If additional space is needed, attach additional sheets.)

\_\_\_\_\_  
Signature of Arbitrator                      Date of Decision